



The United States Agency for International Development (USAID) in Iraq is seeking eligible and qualified applicants for a position of USAID Development Program Specialist (Economic Specialist).

- ANNOUNCEMENT NO:** AID 16-07
- OPEN TO:** All Interested Candidates (Iraqi Nationals)
- POSITION TITLE:** USAID Economic Specialist, FSN-11
- OPENING DATE:** November 22, 2016
- CLOSING DATE:** December 12, 2016 (5pm Baghdad Time)
- WORK HOURS:** Full time: 40 hours/week
- MARKET VALUE:** FSN-11 (USD 43,168 – USD 64,744 Basic Salary per Year).
In addition to the basic salary, the selected applicant will receive 35% differential and 15% other allowance.
- LOCATION:** USAID/Iraq, Baghdad

POSITION GRADE: Full performance grade level for this position is: FSN-11. A training grade level, below FSN-11, may be established depending on the relevant work experience of the applicant. Base Salary Range will be commensurate with established salary history, qualifications, and relevant work experience.

BASIC FUNCTION OF POSITION: This position is located in the Governance & Economic Opportunity Office (GEO) of USAID/Iraq. The USAID Development Program Specialist or Economic Specialist is the local economics expert and advisor to USAID/Iraq and GEO, particularly in the areas of international and Iraqi national, and regional economic development; trade and investment; macro-microeconomics; finance and debt policy; statistics; population, labor and poverty trends; and gender issues; with special attention to macroeconomic trends and national accounts.

Major Duties and Responsibilities: The duties and responsibilities of the Economic Specialist will include:

Economic Analysis and Policy Advice: 60%

This position emphasizes supporting the Senior Economist by (i) developing and maintaining relationships with the key Government of Iraq (GoI) officials responsible for economic policy reform, (ii) facilitating on-going discussions with the GoI on its Stand-by Agreement (SBA) with the International Monetary Fund's (IMF), on its Development Policy Loan (DPL) with the World Bank's (WB), the USG's Sovereign Loan Guarantee (SLG) and other like agreements as they develop and progress; (iii) facilitating access for the Senior Economist to working levels within the GoI so the Senior Economist has access to needed data and information to support the GoI policy agenda, and (iv) ensuring the Mission is aware of other key economic issues within the GoI, and recommending to the GEO Senior Economist issues on which the USG could engage to best support the policy agenda.

Factors specific to the Iraqi context are considered in Mission programs/projects to support economic reform in Iraq. The Economic Specialist will be a full member of Mission management team and provide economic advice and guidance to all Mission offices, the GoI, and other donors. Particular emphasis will be on macroeconomic

stability, public financial management and fiscal issues and banking sector development.

Other duties included are:

- Study and analyze all aspects of the Iraqi economy, from the standpoint of macroeconomic stability and trends, GoI laws and policies, the effect of internal and external pressures and events on the economy.
- Analyze the macro-economic situation and impact on financial sustainability.
- Analyze structural reforms and impact on economic growth.
- The effect of social and political developments in Iraq on the economic environment.
- Evaluate the effectiveness of USG and other donor technical assistance for economic reform.
- Develop professional contacts with economists and other officials in the host country government, resident mission of international financial institutions, bilateral donors, embassies, as well as within the local academic and business communities.
- Develop and direct the Mission's economic analytical agenda. In this capacity, the incumbent will conduct analysis of current macro and micro-economic trends and key policy and operational constraints that Iraq needs to overcome to increase competitiveness and achieve broad-based economic growth. S/he will also coordinate analytical work across the Mission's implementation mechanisms and direct ad hoc teams of analysts.
- Serve as USAID/Iraq's main contact point on discussions of fiscal reform including tax policy and tax and customs reform, and financial sector reform including reform of state banks and development of private banks with other donors, the international financial institutions, and the GoI.
- Participate in joint GoI-donors and donor working groups to advance Public Financial Management Reforms.
- Provide senior level expert analysis on economic and development policy and guidance on strategies, programs, and activities for the USAID/ Iraq Mission.
- Work with elected and appointed officials in GoI and country institutions to identify needs and priorities for economic reforms, and collaborates on detailed economic analysis of assigned sectors.
- Provide a full range of consultative, advisory, information-gathering, analytical, and evaluative technical services of broad scope and complexity.

Technical direction and Project Management

20%

- The incumbent gives technical direction related to the design and implementation of projects, and determines solutions to problems that might be encountered during implementation. The incumbent ensures projects remain focused on intended results and pursues the most effective methodology for project implementation.
- As the designated Contract or Agreement Officer Representative (COR/AOR), Alternate COR/AOR or Activity Manager for GEO activities, the incumbent will be a focal point for contract/agreement oversight. The COR/AOR is knowledgeable in the regulatory and program requirements of the assistance project cycle, and as such, will:
 - Give technical directions to the contractor/grantee;
 - Receive and inspect completed services or supplies upon delivery;
 - Monitor Government-furnished property;
 - Approve the contractor's requests for payment;
- The incumbent provides administrative approvals, prepares authorizations for signature of Mission officials, and provides guidance to implementers on USAID reporting and administrative requirements. The incumbent works with USAID contract officers to ensure that project implementers prepare reporting documents and requests according to USAID guidelines, contract requirements, and project needs. The incumbent maintains financial worksheets in order to monitor financial expenditures and spending rates, and ensures that money is disbursed effectively and within budget constraints. The incumbent ensures all program documents and project deliverables are maintained, organized and easily accessible in both electronic and hard copy format.
- The incumbent may, as appropriate, lead a team to implement programs. The incumbent is then responsible for the organization of the team, providing technical direction to team members, assuring that team activities contribute to overall accomplishment of program results.
- Performs any other delegated duties that would otherwise be the responsibility of the CO/AO.

- The incumbent is responsible for maintaining, updating, and expanding data sets and documents that assist with the economic analysis of the Iraq economy.
- The incumbent organizes field trips, conferences, and seminars to achieve maximum exposure to emerging economic trends and various points of view.
- The incumbent conducts independent economic assessments and prepares technical and policy economic analyses for written reports and oral presentations that evaluate broad sector issues, documenting relevant opinions and points of view for use in presentations to senior decision makers and for incorporation into USAID and U.S. Embassy documents.
- The incumbent assists in the development of strategic documents which shall include: Mission program strategies, annual Operational Plans, Portfolio Reviews, annual Congressional Budget Justifications, and other reports, as required.
- The incumbent serves as a key member of the USAID/GEO Team by advising technical offices on cultural contexts and local perceptions of USG programs.

Communications, Outreach and Liaison:

20 %

- Liaise with other USAID offices, the Embassy, other USG departments and agencies, nongovernmental organizations, the private sector, donors, other partners, and Iraqi Government officials.
- Develop and maintain an extensive range of high-level contacts with officials in governmental and private sector circles on a broad range of economic issues important to U.S. Foreign Policy and Iraqi economic affairs.
- Communicate in English or Arabic as the situation requires, including translation and interpretation services for expat staff and others.
- Assist visitors and perform other duties in support of GEO and the goals of USAID/Iraq.
- Build and maintain a productive professional working relationship with USAID employees (e.g., USAID/Iraq, USAID/Middle East Region, and USAID/Washington), U.S. Government employees, U.S. and non-U.S. partners, other donor agencies, Iraqi national, provincial and local government officials, and the general public, as appropriate.
- Represent the Embassy and USAID/Iraq in meetings, seminars, and conferences on economic and financial policy issues locally, regionally and internationally.
- Assist other teams and activities.

Qualifications Required For Effective Performance:

- 1. Education (10 points):** Successful completion of a Bachelor's degree (or equivalent) in economics, finance, econometrics or banking systems is required. A Master's degree in any of these fields is preferred.
- 2. Prior Work Experience (25 points):** A minimum of five years of progressive experience in business, technical consulting, program management, public administration, or equivalent is required. Experience in economic research, analysis and policy formulation is required. A demonstrated experience in consulting and economic policy analysis, and analysis and interpretation of economic data and the presentation of findings in written and oral form in English and Arabic reflecting in-depth knowledge of the Iraqi economy and the political environment is required.
- 3. Language Proficiency (20 points):** Level IV English and level IV Arabic fluency is required (reading, writing and speaking). **Language proficiency will be tested.**
- 4. Job Knowledge (20 points):** Professional-level knowledge of economic research and analysis, and policy formulation is required. A thorough knowledge of host-country political, social, economic and cultural characteristics is required. A good knowledge of the host-country's economic development perspectives, objectives, priorities, and resources is expected. Knowledge of private sector investment trends is expected. A working knowledge of fiscal, monetary, investment and debt management, financial sector, anti-corruption, corporate governance, decentralization, gender issues, and private sector development, particularly firm-level

competitiveness and job creation is expected. Incumbent must have a willingness to learn relevant USAID procedures and regulations.

5. Skills and Abilities (25 points): The Economic Specialist must be able to work with minimum supervision from the Senior Economist. Strong organizational and administrative skills are required. The ability to present ideas and complex arguments, in writing and in oral presentations, in a logical and persuasive manner, is required. He or she must have demonstrated maturity, judgment and representational skills needed to represent and defend USAID policies and programs to other bilateral/multilateral donors. Likewise, the Economic Specialist must also be able to explain and interpret Iraqi economic, priorities, and concerns to senior Mission/Embassy management and AID/W officials. Ability to work effectively in a team environment is required. The Economic Specialist must be willing and able to travel periodically, occasionally to remote or conflict areas within Iraq. He or she must be computer literate (word processing, spreadsheets, graphics and statistics/econometrics programs, internet and other ICT tools).

How to apply for this Vacancy Announcement:

Interested applicants MUST submit the following materials:

- 1 - Universal Application for Employment (UAE) (Form DS-174), which is available on the website <http://iraq.usembassy.gov/jobsvacancies.html> (Application must be signed or it will not be accepted);
- 2 - Most current Curriculum vitae or resume;
- 3 - Copy of your Jinsiya (must) and passport (if available);
- 4 - Three references, who are not family members or relatives, with telephones and e-mail contacts to be provided on Form DS-174 (under Item No. 24) or on a separate sheet.

Applications must be forwarded only via email on the email: iraq-jobs@usaid.gov address. Only signed applications submitted on the prescribed application DS-174 Form and on the email address given in the vacancy announcement will be considered. When submitting an application, the vacancy announcement number and the title of the position must be mentioned in the subject line. Incomplete applications, unsigned or applications received after the closing date will not be considered. Only short listed candidates will be contacted for their test/interview.

USAID/Iraq reserves the right to obtain from previous employers relevant information concerning the applicant's past performance and may consider such information in its evaluation.

Applicants should retain for their records copies of all enclosures which may accompany their applications. Do not attach original documents to your application as they will not be returned.

USAID/IRAQ is an equal opportunity employer committed to a staff composition that reflects the social and ethnic diversity of Iraqi society. Applicants from disadvantaged and under-represented ethnic groups, women, and people living with disabilities are encouraged to apply.

USAID Iraq
EXO/Human Resources
Job Application
USAID Compound
Email: iraq-jobs@usaid.gov